

Town of Rowe
Board of Selectmen – Minutes
Wednesday, May 16, 2018 – 3:00 pm
Rowe Town Hall - Hearing Room 1

Call to Order: The meeting was called to order by Chair Morse at 6:30 p.m.

Present: Chair Jennifer Morse, Vice-Chair Dennis May, and Executive Secretary Janice Boudreau
Member Sokol was absent from the meeting
C. Selmi Hyytinen, Marilyn Wilson

OPEN MEETING

Announcement of recording devices & noteworthy information

MINUTES

Motion to accept Minutes of May 2, 2018: Upon review, a motion was made by Chair Morse to accept the Minutes of May 2, 2018 as presented. The motion, seconded by Vice-Chair May was accepted. (2/0/1)

OLD BUSINESS

1. MLP Update: Davis Mine Rd. Pole Installation Schedule: The pole installation work will commence on June 11, 2018 on Davenport and Davis Mine Roads. It was agreed to obtain more information for next meeting.
2. County Road Discussion: Chair Morse said that it would be good to do further research on the Discontinuance of Maintenance of a portion of County Road due to the cost of widening and providing drainage to make it open all year.
3. Job Description Administrative Assistant: Select Board members finalized the job description for the Administrative Clerk and agreed to advertise the position to hold interviews on June 27, 2018.

NEW BUSINESS

1. FY 19 Fuel Bids: Select Board Members reviewed FY19 Fuel Bids provided by Franklin Regional Council of Governments Chief Procurement Officer Andrea Woods.

Motion to Award Fuel Bids: Following review and discussion, Chair Morse made a motion to award the following fuel bids provided by Franklin Regional Council of Governments Chief Procurement Officer Andrea Woods.

Rowe Fuel Bids for FY19:

ULSD Heating Bid:	Sandri Energy LLC:	Rack Price Mark Up
Gasoline Bid:	Sandri Energy LLC:	Rack Price Mark Up
Diesel Bid:	Sandri Energy LLC:	Rack Price Mark Up

The motion, seconded by Vice-Chair May, was accepted. (2/0/1)

2. Collective Purchasing Program: Highway Superintendent Larned presented the agreement to participate in the FY2019 Franklin Regional Collective Highway Products and Services Bid.

Motion to Sign Agreement: Vice-Chair May made a motion to participate in the FY2019 Franklin Regional Collective Highway Products and Services Bid.

The motion, seconded by Chair Morse, was accepted. (2/0/1)

3. Town Common Benches: There was discussion about replacing the Town Common benches. It was agreed that Lance Larned would contact Whitney Fence Company and Vice-Chair May would contact Russ Jolly to inquire whether he could make benches.
3. Town Hall Painting: Chair Morse said she would supervise the painting of the Town Hall and coordinate DPW to pick up paint and supplies.
4. Review Chubb Insurance for Police/Fire Dept.: Following review, Chair Morse said she would research the adoption of Mass General Law Chapters pertaining to disability and indemnification of officers was necessary.
5. MassWorks Grant: Chair Morse said that due to the town not hearing back from the State about whether Rowe qualified for the next round of funding through the Small Bridges Projects, she recommended using the grant that Rowe qualified for through MassWorks for \$420,000.00 towards the King's Highway Bridge replacement.
6. Insurance Advisory Board: Chair Morse said she contacted Town Counsel to verify whether Members could serve if they were currently receiving employee benefits. Town Counsel recommended that the members contact the State Ethics Commission for determination.
5. Executive Secretary Updates: Janice Boudreau updated members on the following:
 - a. Town Hall Maintenance: Janice will have screens repaired by Town Hall Custodian using Municipal Operations funds as well as having the carpets professionally cleaned.
 - b. A letter was presented to congratulate Virginia Gabert on receiving a Certificate of Achievement for completing a Conservation Commissioners training program

Citizen Comments

- There was a question about reducing the number of town mailboxes to save money
 - There was a question about whether the liaisons to police and fire depts..
7. Mail and Correspondence: Members reviewed mail and correspondence. No action required.

Warrants FY18 W23, Payroll FY18 W22

Adjournment: Seeing no further business, Chair Morse made a motion to adjourn the Meeting at 4:13 p.m. The motion, seconded Vice-Chair May, was accepted. (2/0/1)

Janice Boudreau
Executive Secretary

Approval Date: May 30, 2018

Approved:

Jennifer Morse
Jennifer Morse, Chair

Dennis May
Dennis May, Vice-Chair

Chuck Sokol, Select Board Member

Documents:

- Agenda 05-16-18
- Letter to Gabert
- Hwy Super Collective Purchasing Bid Permission (2 pgs.)
- Municipal Animal Inspectors Qualifications and Duties (2 pgs)
- FY19 Fuel Bids (5 pgs)
- Cabot Public Safety Protection Plus (3 pgs.)
- MGL Section 85 H, 85H ½, 100B for reference